SMALL CITY, LARGE CITY, COUNTY FUND APPLICATION COMMUNITY ENHANCEMENT FUND APPLICATION SPECIAL FUND APPLICATION

ALABAMA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

FISCAL YEAR 2004

FORWARD AN ORIGINAL AND TWO COPIES OF THE FULL APPLICATION PACKAGE TO

THE DIRECTOR
ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS
401 ADAMS AVENUE
POST OFFICE BOX 5690
MONTGOMERY, ALABAMA 36103-5690

Attn: CDBG Application

ALABAMA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM Fiscal Year 2004

(Check One)

	☐ Small City Fund ☐ Large City Fund ☐ Community Enhancement Fund		
A .1.	Applicant: (City/County Commission) (County)		G Funds Requested:
	Mayor/Chairman:Applicant's Address:		Check One (Based on 2000 Census) Small City Large City County
	Phone:	A.4.	2000 Population
	Contact Person:Address:		House District Senate District Congressional
	Phone:FAX:	A.6.	Need(s) Addressed
	e-mail address:		
A .7.	Brief Description of the Project (type of activities beneficiaries including LMI beneficiaries, amoun	, location, n	umber of

A .8.	Checklist (Please check each item)
	Application forms properly completed
	Cover letter properly executed by Chief Elected Official
	Section A.9. properly executed
	If local funds are committed, properly executed resolution from governing body
	Certified Assurances properly executed
	CDBG Disclosure Report properly executed
Map(s) clearly showing location of: (1) Proposed activities (2) Area(s) to be served (3) Housing structural conditions map for housing rehabilitation projects
	(4) Survey map(s) and the corresponding survey tally sheets (including street addresses)

A.9. CERTIFICATIONS

(a)	A resolution passed by the City Council/ County Commission on (date) has authorized the filing of this application		
	by the Chief Local Elected Officer.		
(b)	The public was informed about the local community development program		

(c) The information presented in this application is true and correct to the best of my knowledge.

including the proposed filing of this application in a public hearing held on

(date) at (location).

- (d) I certify that:
 - The City/County will minimize displacement of persons as a result of activities with CDBG funds and will assist persons actually displaced as a result of such activities.
 - 2. The City's/County's program will be conducted and administered in conformance with Public Law 88-352 and Public Law 90-284, and the City/County will affirmatively further fair housing.
 - 3. The City/County has held a public participation hearing to obtain the views of citizens on community development and housing needs.
 - 4. The City/County has furnished citizens information concerning the amount of funds available for proposed community development and housing activities that may be undertaken including the estimated amount of funds proposed to be used for activities benefiting low and moderate income persons.
 - 5. The City/County has made available to the public a summary of the proposed project to afford affected citizens an opportunity to comment.
 - 6. The City/County is providing citizens with a reasonable access to records on past use of CDBG funds.
 - 7. The City/County will provide citizens with reasonable notice of, and opportunity to comment on, any substantial change proposed to be made in the use of CDBG funds.

- 8. The City/County will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing any amount against properties owned and occupied by persons of very low, low and moderate income. If a fee or assessment is required, the City/County will use CDBG funds to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than CDBG funds. The City/County through proper certification to the State may assess any amounts against properties owned and occupied by persons of moderate income who are not persons of very low or low income if the City/County lacks sufficient funds received under the CDBG program to pay those costs.
- 9. The City/County is ____ is not ____ (please check one) delinquent on any State or Federal debt. (If the answer is "is", please attach an explanation.)
- (e) I further certify that the City/County is following a detailed Citizen Participation Plan which:
 - provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which Section 106 funds are proposed to be used, and in the case of a grantee described in Section 106(a), provides for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction;
 - 2. provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by regulations of the Secretary, and relating to the actual use of funds under this title;
 - provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;
 - 4. provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities and review of program performance, which hearings shall be held after adequate notice, at

- times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped;
- 5. provides for a timely written answer to written complaints and grievances, within 15 working days where practicable;
- 6. identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate; and
- 7. provides citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in the community development application, and for activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location, or beneficiaries.

Mayor/Chairman	(Date)

SMALL CITY, LARGE CITY, AND COUNTY FUND APPLICATIONS (properly address following items for thorough evaluation of applications)

Small City, Large City and County Fund applications, also known as competitive applications, may contain one or more activities that are designed to address single or multiple needs. The project may take a comprehensive scope designed to revitalize an identified project area, be a stand-alone activity to address a specific need, or may undertake two or more activities in a general project area that together enhance the scope of the project.

- B.1. Assess briefly inadequacies associated with the housing and essential community development facilities including the needs of low and moderate income households in the applicant's jurisdiction. Essential community development facilities include water, sewer, street, drainage, and other facilities deemed important by the community. (Limit assessment to no more than five text pages.)
- B.2. Identify the community development need(s) the applicant chooses to address and briefly indicate reasons. (Limit discussion to no more than four text pages.)
- B.3. Describe all proposed activities and for each activity show estimates of the quantity and unit cost of all major cost items, including the cost of professional and administrative services. **Projects involving water and sewer extensions must provide for hook-ups of low and moderate income households.**
 - The proposed activities, including relevant details about these activities (such as line sizes), shall be clearly identified on one or more maps. For activities consisting of housing rehabilitation, the map shall show structural conditions of residences in the target area as well as the residential type (e.g. mobile homes) and potential units slated for rehabilitation.
- B.4. (i) Complete the Project Beneficiaries Table (see page 12), and (ii) Describe in detail the methodology used to determine the data shown in the table. If the project involved a survey of the project area, provide survey maps and survey tally sheets (including street addresses) keyed to the survey maps.

- B.5. Describe, and if possible quantify, how extensive an impact the project will have in addressing the needs of the project area and/or community. Also, discuss any indirect benefits.
- B.6. Discuss what resources the applicant has available or what provisions have been made to operate and/or maintain the proposed facilities/improvements.
- B.7. Indicate and explain the estimated useful life of the proposed improvements.
- B.8. Indicate why the request for CDBG funds is considered appropriate for the proposed improvements. For revenue producing activities, such as water and sewer, please give current and historic rates. (Please refer to the application guide.)

SPECIAL FUND APPLICATIONS

(properly address following items for thorough evaluation of applications)

Special Fund Applications are limited to activities that address health and safety needs of residents in an area or a community, or otherwise address urgent needs of recent origins.

- B.1. Assess briefly inadequacies associated with the housing and essential community development facilities including the needs of low and moderate income households in the applicant jurisdiction. Essential community development facilities include water, sewer, street, drainage, and other facilities deemed important by the community. (Limit assessment to no more than five text pages.)
- B.2. Identify the community development need the applicant chooses to address and briefly indicate reasons. (Provide results of private well testings, survey of onsite waste disposal systems, pictures of flood related damage, and/or letters, reports, newspaper articles, etc., to document and demonstrate the seriousness of the problems/needs addressed.)
- B.3. Describe all proposed activities and for each activity show estimates of the quantity and unit cost of all major cost items, including the cost of professional and administrative services. **Projects involving water and sewer extensions must provide for hook-ups of low and moderate income households.**
 - The proposed activities, including relevant details about these activities (such as line sizes), shall be clearly identified on one or more maps. The application shall contain a target area map showing the location of all documented health/safety concerns in the project area including the location of test sites and housing units showing high concentrations.
- B.4. (i) Complete the Project Beneficiaries Table (see page 12), and (ii) Describe in detail the methodology used to determine the data shown in the table. If the project involved a survey of the project area, provide survey maps and survey tally sheets (including street addresses) keyed to the survey maps.

- B.5. Discuss what resources the applicant has available or what provisions have been made to operate and maintain the proposed facilities/improvements.
- B.6. Explain how the proposed approach is the most cost-effective resolution to the problem(s) identified in the application. Discuss alternative solutions and associated costs.
- B.7. Indicate why the request for CDBG funds is considered appropriate for the proposed improvements. For revenue producing activities, such as water and sewer, please give current and historic rates and explain in detail why these rates cannot be increased to pay for proposed improvements.

COMMUNITY ENHANCEMENT FUND APPLICATIONS (properly address following items for thorough evaluation of applications)

Community Enhancement Fund Applications are designed for projects that communities consider important to enhance the quality of life for the area/community residents in a manner beyond providing for the most basic and essential needs.

- B.1. Assess briefly inadequacies associated with the housing and essential community development facilities including the needs of low and moderate income households in the applicant jurisdiction. Essential community development facilities include water, sewer, street, drainage, and other facilities deemed important by the community. (Limit assessment to no more than five text pages.)
- B.2. Identify the community development need the applicant chooses to address and indicate the extent that the proposed project will impact the identified community development need(s) addressed.
- B.3. Describe all proposed activities and for each activity show estimates of the quantity and unit cost of all major cost items including property acquisition, professional services, water/sewer line hook-ups, and/or equipment. Provide appropriate maps showing location of proposed activities. (For proposed buildings, provide construction cost estimates from an architect/engineer or licensed contractor.)
- B.4. (i) Complete the Project Beneficiaries Table (see page 12), and (ii) Describe in detail the methodology used to determine the data shown in the table. If the project involved a survey of the project area, provide survey maps and survey tally sheets (including street addresses) keyed to the survey maps.
- B.5. Describe the local commitment (manpower and dollars) for the long-term operation and maintenance of the proposed facility or improvements. List annual operation and maintenance costs (personnel, utilities, insurance, etc.). Include appropriate resolutions and letters of commitment as attachments to the application.
- B.6. Indicate why the request for CDBG funds is considered appropriate for the proposed improvements.

Insert B.4. Project Beneficiaries Table Here

Insert C.1. Fund Usage and Benefit Table Here

TABLE C.2. MATCH RATIO TABLE

а	Total Program Cost (from (Y) Table C-1)	\$
b	CDBG Dollars Requested (from (Z) Table C-1)	\$
c(a-b)	Other Dollars (Total from Column C Table C-1)	\$
d	Other (Non-CDBG) State and Federal Grant Funds	\$
е	Local Cash Match	\$
f	Local In-kind match and/or Homeowner Contributions for	\$
	Housing Rehab Grants	
g(e+f)	Total Local Match	\$
h(g÷b)	Ratio of Total Local Match (g) to CDBG Dollars (b)	

C.3.		the applicant have a por	less than 10 percent of CDBG pulation of 1,000 persons or less
	Yes	No	N/A
C.4.	included in Line c (Other attach documentation of Federal grant funds. If C include a copy of the Red documenting local match essential for the propose DOLLARS WITHOUT PINOT BE CONSIDERED consist of private funds a rehabilitation grants, the	Dollars) of Table C.2. or the commitment of other other Dollars include local solution passed by the Control of the ed CDBG project. ANY I'S ROPER DOCUMENTAT IN THE OTHER DOLLAR such as homeowner control local resolution shall recont become available, the	TEMS SHOWN AS OTHER ION REQUIRED HERE MAY IOS RATIO. If Other Dollars
C.5.	funds shown in table C.1	., would be sufficient to	addition to other available complete the proposed activity and achieve the benefits identified
		Yes	No
	If no, indicate whether ar achieved.	nd how benefits identified	d in Table B.4. would be

ALABAMA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CERTIFIED ASSURANCES

General Assurances

As the duly authorized representative of the applicant, I certify that the applicant:

- 1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
- 2. Will give the awarding agency, the Comptroller General of the United States, and the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- 4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- 5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
- 6. Will initiate and complete the work within the applicable time frame after receipt of approval by the awarding agency.
- 7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating the prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of

- OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead-based paint in the construction or rehabilitation of residential structures.
- 10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L 93-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records: (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination Statute(s) which may apply to the application.
- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), as amended (P.L. 100-17) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the potential activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), The Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333) regarding labor standards for federally assisted construction sub-Subts.

- 14. Will comply with the flood insurance purchase requirements of Section 102 (a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (c) notification of violating facilities pursuant to EO 11738; (d) protection of wetlands pursuant to EO 11990; (e) evaluation of flood hazards in flood plains in accordance with EO 11988; (f) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (g) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended, (42 U.S.C. 7401 et seq.); (h) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (i) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
- Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seg.)
- 18. Will cause to be performed the required financial and compliance audits in accordance with Single Audit Act of 1984, as amended, and OMB Circular A-128.
- 19. Will comply with all applicable requirements of all other Federal laws, Executive Orders, regulations and policies governing this program.

Special State Assurances

The applicant further assures and certifies that:

(a) The proposed program benefits principally persons of low to moderate incomes, the latter being defined as persons in households having incomes at or below applicable income limits. Specifically the following percentages of low and moderate income beneficiaries serve as a minimum threshold depending on the type of project: 51% for public facilities activities and 100% for housing activities.

Programs should be designed so as to give maximum feasible priority to activities which will benefit low and moderate income families or aid in the prevention of slums and blight. However, a proposed program may include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious threat to the health or welfare of the community where other financial resources are not available to meet such needs.

- (b) If it has a previous Community Development Block Grant Program which has not been closed out, it will, if requested by the State, present the State with documentation to adequately demonstrate that it can expeditiously close out the previous program and manage a future program.
- (c) The local governing body accepts the responsibility for citizen comments and concerns related to the proposed program.

Anti-Displacement Assurance

As the duly authorized representative of the applicant, I certify that the applicant will comply with:

- 1. Section 104(d) of Title I of the Housing and Community Development Act of 1974, as amended. This provision, authorized by Section 509(a) of the Housing and Community Development Act of 1987, contains requirements for a residential anti-displacement and relocation assistance plan. Each State recipient must adopt, make public, and certify to the State that it is following a "residential anti-displacement and relocation assistance plan."
- 2. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended through 1987, (Public Law 100-17, 101 Stat. 246-256). This provision extends Uniform Relocation Assistance coverage to any person (family individual, business, nonprofit organization or farms) displaced as a direct result of rehabilitation, demolition, or privately undertaken acquisition carried out for a federally assisted project or program.

<u>Certification For Contracts, Grants, Loans, And Cooperative Agreements</u>

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and

- the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- 3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Certification Regarding Survey

If a survey to determine project beneficiaries was undertaken for the proposed project, such survey was conducted with full regard to obtaining accurate information. The City/County agrees that any evidence to the contrary could result in adverse consequences, including the repayment of grant funds.

Certification Regarding Excessive Force

n accordance with Section 519 of Public Law 1	101-140, (the 1990 HUD Appropriations
Act),	certifies that it has
adopted and is enforcing a policy prohibiting th	e use of excessive force by law
enforcement agencies within its jurisdiction aga nonviolent civil rights demonstrations.	ainst any individuals engaged in
Mayor/Chairman	Date

CDBG DISCLOSURE REPORT

(Refer to Application Guide for Instructions For Completion of Disclosure Report)

1.	App	olicant/grantee name, address, and phone numbe			Indicate whether this is:	
			Initial	Rep	port	
	Fed	eral employer identification number:			leport	
3.	Proj	ject Assisted/to be Assisted.				
	a.	Fiscal Year:				
	b.	CDBG grant(s): CDBG	G grant	(loa	an)	
	C.	Amount requested/received:		\$_		
	d.	Program income to be used with c. above:		\$_		
	e.	Total of c. and d:		\$_		
		PART II - THRESHOLD DETERMINA	TIONS			
1.	Is th	Is the amount listed at 3.e. (above) more than \$200,000?				
		Yes No				
2.	in A	Have you received or applied for other HUD assistance (through programs liste in Appendix A of the Instructions) which when added to 3.e. (above) amounts to more than \$200,000? Yes No				
		If the answer to <u>either</u> 1. or 2. of this Part is "yes", then you must complete the remainder of this report.				
	com	If the answer to <u>both</u> 1. and 2. of this Part is "no", then you are not required to complete the remainder of this report, but you must sign the following certification.				
	I he	I hereby certify that this information is true.				
		Mayor/Chairman	Date			

PART III - OTHER GOVERNMENT ASSISTANCE PROVIDED/APPLIED FOR

1. Provide the requested information for any other Federal, State, and/or local governmental assistance, on hand or applied for, that will be used in conjunction with the CDBG grant. (See Appendix A of the instructions)

Name & Address of Agency Providing or To Provide Assistance	Program	Type of Assistance	Amount Requested or Provided

PART IV - INTERESTED PARTIES

Alphabetical list of All Persons with a Reportable Financial Interest in the Project	Social Security Number or Employer ID Number	Type of Participation in Project	Financial Interest in Project \$ and %

PART V - EXPECTED SOU	RCES AND USES OF FUNDS		
This Part requires that you identify the sources and uses of all assistance, including CDBG, that have been or may be used in the Project.			
SOURCE	USE		
33032	552		
PART VI - CERTIFICATION			
I hereby certify that the information provided in this disclosure is true and correct and I am aware that any false information or lack of information knowingly made or omitted may subject me to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, I am aware that if I knowingly and materially violate any required disclosure of information, including intentional nondisclosure, I am subject to a civil money penalty not to exceed \$10,000 for each violation.			
Mayor/Chairman	Date		